



CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

Gray Davis, GOVERNOR

November 19, 2002

Dear Licensed Architect:

The California Architects Board is charged with protecting the public health, safety, and welfare through examination, licensure, and regulation. A key component of that charge is providing the public with information about licensed architects to allow consumers to make informed decisions in selecting a firm or licensee, as well as enforcing the Architects Practice Act to prevent unlicensed individuals from harming consumers.

To provide more information to consumers and assist the California Architects Board with the investigation of those that choose to unlawfully practice architecture, the California Legislature recently enacted Assembly Bill 1144. This legislation added Business and Professions Code (BPC) Section 5558 to the Architects Practice Act. This new section requires every person holding a license to practice architecture in California to report to the Board the name and address of the entity (sole proprietorship, partnership, corporation, or limited liability partnership) through which he or she provides architectural services. For purposes of this report, the term "architectural services" are those services as defined in BPC Section 5500.1, which is set forth on the form.

All licensees who provide architectural services whether they are sole proprietors, owners, part-owners, or employees of a business entity are required to comply with this provision of the Architects Practice Act. BPC Section 5558 provides the public and the Board with a means to determine if a business providing architectural services does in fact have an architect in responsible control.

The reverse side of this letter is the report form to be completed by licensees to comply with the requirements of BPC Section 5558. Please take a few minutes to provide the information requested and return the form to the Board within 30 days of receipt.

Should you have any questions about the information requested on this form please do not hesitate to contact the Board. You may reach the Board at (916) 445-3394, or email the Board at cab@dca.ca.gov.

Thank you for your compliance with this important new law.

Sincerely,

DOUGLAS R. McCAULEY
Executive Officer

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SACRAMENTO
CA 95814

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see reverse for information on the report form



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400 R STREET, SUITE 4000 • SACRAMENTO, CA 95814 • (916) 445-3394

Architect's Business Entity Report Form

Legislation enacted on January 1, 2002 (Assembly Bill 1144 – Chapter 313, Statutes of 2001), added Business and Professions Code (BPC) Section 5558 to the Architects Practice Act. This section requires every person holding an architect license to report to the California Architects Board (CAB) the name and address of the business entity (sole proprietorship, partnership, corporation, or limited liability partnership) through which he or she provides architectural services. For purposes of this form, the term “architectural services” is defined in BPC Section 5500.1 (see bottom of page).

All licensees who provide architectural services whether they are sole proprietors, owners, part-owners or employees of a business entity providing architectural services are required to comply with this reporting provision of the Architects Practice Act. **The CAB must be notified of any and all changes in your Business Entity Report by submitting a new report within 30 days after any change.** Please print your responses and mail this report form to the CAB at 400 R Street, Suite 4000, Sacramento, CA 95814 within 30 days of receipt.

INDIVIDUAL'S NAME AS LICENSED (PLEASE PRINT)

LICENSE NUMBER

C -

- ☐ I do not currently provide architectural services, but I am aware that when I do I am required to provide a Business Entity Report to the CAB within 30 days of this change in status.
- ☐ I provide architectural services through the following business entity (Multiple entities: If you provide architectural services through more than one entity, please copy this form and provide the name and address of each separate entity):

Business Entity Name and Address

NAME OF BUSINESS ENTITY (SOLE PROPRIETORSHIP, PARTNERSHIP, CORPORATION OR LIMITED LIABILITY PARTNERSHIP)

STREET ADDRESS OF BUSINESS ENTITY

CITY

STATE

ZIP CODE

DATE OF INITIAL LICENSED AFFILIATION WITH THIS BUSINESS ENTITY

AREA CODE

TELEPHONE NUMBER

LICENSEE'S SIGNATURE

DATE

Note: Name and address of the business entity should be the exact business name and address through which services are offered and provided.

Remember to keep your Address of Record current. If you have recently moved or wish to change your Address of Record, contact the CAB for a Change of Address form at 916 / 445-3394 or on the Web site www.cab.ca.gov.

BUSINESS AND PROFESSIONS CODE

§ 5500.1 Practice of Architecture Defined

- (a) The practice of architecture within the meaning and intent of this chapter is defined as offering or performing, or being in responsible control of, professional services which require the skills of an architect in the planning of sites, and the design, in whole or in part, of buildings, or groups of buildings and structures.
- (b) Architects' professional services may include any or all of the following:
- (1) Investigation, evaluation, consultation, and advice.
 - (2) Planning, schematic and preliminary studies, designs, working drawings, and specifications.
 - (3) Coordination of the work of technical and special consultants.
 - (4) Compliance with generally applicable codes and regulations, and assistance in the governmental review process.
 - (5) Technical assistance in the preparation of bid documents and agreements between clients and contractors.
 - (6) Contract administration.
 - (7) Construction observation.